



MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

Violet Varona-Lukens, Executive Officer  
Clerk of the Board of Supervisors  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Chief Administrative Officer  
County Counsel  
Director of Personnel

At its meeting held September 9, 2003, the Board took the following action:

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Supervisor Antonovich made the following statement:

"It has been recently disclosed that Los Angeles County does not have a Countywide policy regarding how departments use ordered-absence leave. In addition, the Department of Human Resources does not have financial records identifying costs encumbered by departments that have placed individuals on paid leave.

"At last week's meeting, I requested the Director of Personnel and Auditor-Controller to report back to the Board within 30 days with a list by County departments, within the past five years, to identify the number of employees placed on paid versus unpaid administrative leave, including the reasons for employees' placement on leave, duration, and the resultant costs. It is important also that a Countywide policy be developed regarding administrative leave."

Therefore, on motion of Supervisor Antonovich, seconded by Supervisor Yaroslavsky, unanimously carried (Supervisor Knabe being absent), the Director of Personnel, the Chief Administrative Officer and County Counsel were instructed to prepare a Countywide policy regarding administrative leave, and to review the policies of Orange and San Diego Counties; and report back to the Board within 30 days with a recommendation for approval.

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Each Supervisor